School of Biochemistry

The Annual Quality Assurance Report (AQAR) of the IQAC

School of Biochemistry: Academic Year 2013-14

Part – A

1. Details of the Institution

1.1 Name of the Institution

> School of Biochemistry,
> Devi Ahilya University

1.2 Address Line 1

> Takshila Campus, Khandwa Road

Address Line 2

City/Town

> Indore

State

> Madhya Pradesh

Pin Code

> 452001

Institution e-mail address

> bhatnagarbio@gmail.com

Contact Nos.

> 09424072197

Name of the Head of the Institution:

> Shri. R. D. Musalgaonkar

Tel. No. with STD Code:

> 0731 - 2527532

Mobile:

> 9425338434

Name of the IQAC Co-ordinator:

Mobile:

IQAC e-mail address:

1.3 **NAAC Track ID** (For ex. MHCOGN 18879) **EC/66/RAR/146 dated 21-02-2014**

1.4 Website address:

http://www.dauniv.ac.in

Web-link of the AQAR:

For ex. http://www.ladykeanecollege.edu.in/AQAR201213.doc

1.5 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1st Cycle	"B"	Four Star	2000	"Five Years"
2	2nd Cycle	"B"	2.57	2008	"Five Years"
3	3rd Cycle	"A"	3.09	2014	"Five Years"
4	4th Cycle	NA	NA	NA	NA

1.6 Date of Establishment of IQAC : DD/MM/YYYY

21/11/2008

1.7 **AQAR for the year** (*for example 2010-11*)

2013-2014

1.8 Details of the previous year's AQAR submitted to NAAC after the latest Assessment and Accreditation by NAAC ((*for example AQAR 2010-11submitted to NAAC on 12-10-2011*)

   i. AQAR _____ _____ (DD/MM/YYYY)4
   ii. AQAR_____ _____ (DD/MM/YYYY)
   iii. AQAR_____ _____ (DD/MM/YYYY)
   iv. AQAR_____ _____ (DD/MM/YYYY)

1.9 Institutional Status

University   State [x]   Central [ ]   Deemed [ ]   Private [ ]

Affiliated College   Yes [ ]   No [ ]

Constituent College   [ ] Yes [ ]   No

Autonomous college of UGC   Yes [ ]   No [ ]

Regulatory Agency approved Institution   Yes [ ]   No [ ]

(eg. AICTE, BCI, MCI, PCI, NCI)

Type of Institution   Co-education [ ]   Men [ ]   Women [ ]

       Urban [ ]   Rural [ ]   Tribal [ ]

Financial Status   Grant-in-aid [ ]   UGC 2(f) [ ]   UGC 12B [ ]

       Grant-in-aid + Self Financing [ ]   Totally Self-financing [ ]

1.10 Type of Faculty/Programme

Arts [ ]   Science [x]   Commerce [ ]   Law [ ]   PEI (Phys Edu) [ ]

TEI (Edu) [ ]   Engineering [ ]   Health Science [ ]   [ ]
Managemen t

Others (Specify) [.]

1.11 Name of the Affiliating University *(for the Colleges)* [ ]

1.12 Special status conferred by Central/ State Government-- UGC/CSIR/DST/DBT/ICMR etc

Autonomy by State/Central Govt. / University [State]

University with Potential for Excellence		UGC-CPE	
DST Star Scheme		UGC-CE	
UGC-Special Assistance Programme		DST-FIST	
UGC-Innovative PG programmes		Any other (*Specify*)	
UGC-COP Programmes			

2. IQAC Composition and Activities

2.1 No. of Teachers — 4+1

2.2 No. of Administrative/Technical staff — 6

2.3 No. of students — 14+20=34

2.4 No. of Management representatives — Nil

2.5 No. of Alumni — 80

2. 6 No. of any other stakeholder and community representatives — Nil

2.7 No. of Employers/ Industrialists — 10

2.8 No. of other External Experts — 10

2.9 Total No. of members — 5

2.10 No. of IQAC meetings held — 2

2.11 No. of meetings with various stakeholders: No. 5   Faculty 3

Non-Teaching Staff 1   Students 1   Alumni 0   Others

x

2.12 Has IQAC received any funding from UGC during the year?   Yes ☐ No

    If yes, mention the amount ☐

2.13 Seminars and Conferences (only quality related)

    (i) No. of Seminars/Conferences/ Workshops/Symposia organized by the IQAC

    Total Nos. | 0 | International ☐ National ☐ State ☐ Institution ☐

Level

    (ii) Themes

☐

2.14 Significant Activities and contributions made by IQAC

> 1) Feedback from students was obtained.
> 2) Syllabus was reviewed and revised.

2.15 Plan of Action by IQAC/Outcome

    The plan of action chalked out by the IQAC in the beginning of the year towards quality

    enhancement and the outcome achieved by the end of the year *

Plan of Action	Achievements
Teaching plan and course coverage was as per the academic programme.	100% course coverage. Exams were held timely and results were declared within 2 weeks.

Attach the Academic Calendar of the year as Annexure.

2.15 Whether the AQAR was placed in statutory body Yes | x | No ☐

    Management ☐   Syndicate ☐   Any other body ☐

    Provide the details of the action taken

☐

Part – B

Criterion – I

1. Curricular Aspects

1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD	1	--	--	--
PG	1	--	--	--
UG				
PG Diploma				
Advanced Diploma				
Diploma				
Certificate				
Others				
Total				

Interdisciplinary				
Innovative				

1.2 (i) Flexibility of the Curriculum: CBCS/Core/Elective option / Open options
     (ii) Pattern of programmes:

Pattern	Number of programmes
Semester	1
Trimester	Nil
Annual	Nil

1.3 Feedback from stakeholders* Alumni [X]   Parents [X]   Employers [ ]   Students [X]
    (On all aspects)

   Mode of feedback   : Online [ ] Manual [X] Co-operating schools (for PEI) [ ]

Please provide an analysis of the feedback in the Annexure

1.4 Whether there is any revision/update of regulation or syllabi, if yes, mention their salient aspects.

> Syllabus was reviewed by external experts. Syllabus was also upgraded as per the syllabus of the leading institutions.

1.5 Any new Department/Centre introduced during the year. If yes, give details.

Nil

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent

Total	Asst. Professors	Associate Professors	Professors	Others
4	0	2	2	0

faculty

2.2 No. of permanent faculty with Ph.D.

4

2.3 No. of Faculty Positions Recruited (R) and Vacant (V) during the year

Asst. Professors		Associate Professors		Professors		Others		Total	
R	V	R	V	R	V	R	V	R	V
0	0	0	0	0	0	0	0	0	0

2.4 No. of Guest and Visiting faculty and Temporary faculty

2 Guest   0   1 Temporary

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	0	0	0
Presented	0	1	0
Resource Persons	0	0	0

2.6 Innovative processes adopted by the institution in Teaching and Learning:

> Students join project for a period of six months in M.Sc. IV-semester. Seminars are delivered by students. Answerbooks are shown to students after evaluation.

2.7 Total No. of actual teaching days
       during this academic year

| 200 |

2.8 Examination/ Evaluation Reforms initiated by
       the Institution (for example: Open Book Examination, Bar Coding,
       Double Valuation, Photocopy, Online Multiple Choice Questions)

| Nil |

2.9 No. of faculty members involved in curriculum
       restructuring/revision/syllabus development
       as member of Board of Study/Faculty/Curriculum Development workshop

| 0 | 5 | 5 |

2.10 Average percentage of attendance of students

| 80% |

2.11 Course/Programme wise
distribution of pass percentage :

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
M.Sc.	23 (2013-14)	5	13	5	Nil	100%

2.12 How does IQAC Contribute/Monitor/Evaluate the Teaching & Learning processes :

Feedback is taken from students, and students have easy access to teachers and other infrastructure facilities.

2.13 Initiatives undertaken towards faculty development

Faculty / Staff Development Programmes	*Number of faculty benefitted*

Refresher courses	Nil
UGC – Faculty Improvement Programme	Nil
HRD programmes	Nil
Orientation programmes	Nil
Faculty exchange programme	Nil
Staff training conducted by the university	Nil
Staff training conducted by other institutions	Nil
Summer / Winter schools, Workshops, etc.	Nil
Others	Nil

2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	2	0	1	0
Technical Staff	4	0	0	0

Criterion – III

3. Research, Consultancy and Extension

3.1 Initiatives of the IQAC in Sensitizing/Promoting Research Climate in the institution

Research policy of the University is to promote research. Seed money of Rs. 1.00 lakhs is provided to Faculty members who have joined recently and at present do not have funds for research.

3.2   Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	0(2013-14)	1	0	2

Outlay in Rs. Lakhs	0	4,93,000/-	0	16,00,000/- approx.

3.3   Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	0	0	0	0
Outlay in Rs. Lakhs	0	0	0	0

3.4   Details on research publications

	International	National	Others
Peer Review Journals	10	0	0
Non-Peer Review Journals	0	0	0
e-Journals	0	0	0
Conference proceedings	0	0	0

3.5 Details on Impact factor of publications:

Range [0-3.1] Average [2.00] h-index [   ] Nos. in SCOPUS [   ]

3.6 Research funds sanctioned and received from various funding agencies, industry and other organisations

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects	2012-2014	MPCST, Bhopal	4,93,000/-	4,93,000/-
Minor Projects	0	-----	0	0
Interdisciplinary Projects	0	-----	0	0
Industry sponsored	0	-----	0	0
Projects sponsored by the University/ College	0	-----	0	0
Students research projects *(other than compulsory by the University)*	0	-----	0	0

Any other(Specify)	0	-----	0	0
Total	1		4,93,000/-	4,93,000/-

3.7 No. of books published   i) With ISBN No. [0]   Chapters in Edited Books [0]

ii) Without ISBN No. [0]

3.8 No. of University Departments receiving funds from

UGC-SAP [0]   CAS [0]   DST-FIST [0]

DPE [0]   DBT Scheme/funds [0]

3.9 For colleges   Autonomy [ ]   CPE [ ]   DBT Star Scheme [ ]

INSPIRE [ ]   CE [ ]   Any Other (specify) [ ]

3.10 Revenue generated through consultancy [0]

3.11 No. of conferences

organized by the Institution

Level	International	National	State	University	College
Number	0	0	0	0	0
Sponsoring agencies	0	0	0	0	0

3.12 No. of faculty served as experts, chairpersons or resource persons [4]

3.13 No. of collaborations   International [0]   National [10]   Any other [0]

3.14 No. of linkages created during this year [0]

3.15 Total budget for research for current year in lakhs :

From Funding agency [4,93,000/-]   From Management of University/College [0]

Total [4,93,000/-]

3.16 No. of patents received this year

Type of Patent		Number
National	Applied	0
	Granted	0
International	Applied	0
	Granted	0
Commercialised	Applied	0
	Granted	0

3.17 No. of research awards/ recognitions   received by faculty and research fellows
Of the institute in the year

Total	International	National	State	University	Dist	College
0						

3.18 No. of faculty from the Institution
who are Ph. D. Guides

4

and students registered under them

18

3.19 No. of Ph.D. awarded by faculty from the Institution

1

3.20 No. of Research scholars receiving the Fellowships (Newly enrolled + existing ones)

JRF 1   SRF 0   Project Fellows 0   Any other   0

3.21 No. of students Participated in NSS events:

University level 0   State level   0

International level 0   National level   0

3.22 No. of students participated in NCC events:

University level 0   State level   0

International level 0   National level   0

3.23 No. of Awards won in NSS:

University level 0   State level   0

International level 0   National level   0

3.24 No. of Awards won in NCC:

University level 0   State level   0

International level 0   National level   0

3.25 No. of Extension activities organized

University forum [1]   College forum [0]

NCC [0]   NSS [0]   Any other [   ]

3.26 Major Activities during the year in the sphere of extension activities and Institutional Social Responsibility

- Tree plantations.

Criterion – IV
4. Infrastructure and Learning Resources

4.1 Details of increase in infrastructure facilities:

Facilities	Existing	Newly created	Source of Fund	Total
Campus area				
Class rooms	2			2
Laboratories	5			5
Seminar Halls	1			1
No. of important equipments purchased (≥ 1-0 lakh) during the current year.	0			0
Value of the equipment purchased during the year (Rs. in Lakhs)	0			0
Others				

4.2 Computerization of administration and library

Library is computerised and books bar coded.

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value

Text Books	780	1500000/- approx.	0	0	780	1500000/- approx.
Reference Books						
e-Books						
Journals						
e-Journals						
Digital Database						
CD & Video						
Others (specify)						

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Depart -ments	Others
Existing	4		4		1		1	
Added								
Total								

4.5 Computer, Internet access, training to teachers and students and any other programme for technology upgradation (Networking, e-Governance etc.)

> The classes for computer proficiency and use of computer for statistical calculations are conducted by the University.

4.6 Amount spent on maintenance in lakhs :

i) ICT

ii) Campus Infrastructure and facilities

iii) Equipments

iv) Others

Total :

Criterion – V
5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

> Students are encouraged to use computer centre, join English language laboratory, and participate in cultural and sport events.

15.2 Efforts made by the institution for tracking the progression

Progress of the candidates is assessed by GATE, NET results.

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
0	34	18	

(b) No. of students outside the state

05 PG + 06 Ph.D.

(c) No. of international students

0

Men

No	%
05/34 PG 04/18 Ph.D.	14 22

Women

No	%
29/34 PG	86
14/18 Ph.D.	78

		Last Year						This Year			
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
PG 17	02	02	02	0	23	14	03	01	02	0	20
Ph.D. 12	2	0	1	0	15	2	0	0	1	0	3

Demand ratio :   1   Dropout %   0

5.4 Details of student support mechanism for coaching for competitive examinations (If any)

The course covered in the class helps students for GATE and NET exams. The university minority cell conduct coaching classes for UGC-NET, MPPSC, Bank PO, UPSC, SSC.

5.5 No. of students qualified in these examinations [1]

NET [1] SET/SLET [ ] GATE [1] CAT [0]

IAS/IPS etc [0] State PSC [0] UPSC [0] Others [0]

5.6 Details of student counselling and career guidance

> Career counselling cell of the university provides career guidance to students. Lecture are held to support the students.

No. of students benefitted [ ]

5.7 Details of campus placement

On campus			Off Campus
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
Nil			

5.8 Details of gender sensitization programmes

University conducts programmes for gender sensitization.

5.9 Students Activities

5.9.1   No. of students participated in Sports, Games and other events

State/ University level [15]   National level [0]   International level [0]

No. of students participated in cultural events

State/ University level [15]   National level [0]   International level [0]

5.9.2   No. of medals /awards won by students in Sports, Games and other events

Sports : State/ University level [0]   National level [0] International level [0]

Cultural: State/ University level [0]   National level [0] International level [0]

5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	0	0
Financial support from government	8	93,820/-
Financial support from other sources	0	0
Number of students who received International/ National recognitions	0	0

5.11   Student organised / initiatives

Fairs   : State/ University level [0]   National level [0] International level [0]

Exhibition: State/ University level [0]   National level [0] International level [0]

5.12   No. of social initiatives undertaken by the students [1]

5.13 Major grievances of students (if any) redressed:
_____Nil_____

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

Vision: Highly competent Biochemists and internationally known scientists who are ethical, social and environment conscious.

Mission: To impart technical knowledge, practical skills, values, social and environmental consciousness in order to serve academia, industry and society.

6.2 Does the Institution has a management Information System

Yes, Information system operates at the university level.

6.3 Quality improvement strategies adopted by the institution for each of the following:

6.3.1 Curriculum Development

Upgradation of syllabus has taken place in July, 2013. Curriculum designing include basic and advanced knowledge in the field of biochemistry.

6.3.2 Teaching and Learning

Plan of teaching of each subject is provided to students before the start of the course. Information on the website is also available. Seminars are delivered by the students to improve quality of presentation.

6.3.3 Examination and Evaluation

Regular class test and final exams are held according to the academic calendar. After evaluation, the answer books are shown to the students and the difficulties are discussed in the class by Faculty members.

6.3.4 Research and Development

Research students are admitted to entrance exam as per UGC regulation. Ten research papers in peer reviewed journals have been published in 2013-2014. One Ph.D. degree was awarded during the year.

6.3.5 Library, ICT and physical infrastructure / instrumentation

About 200 books have been added in last 3 years. A number of e-journals are available. Three research labs are equipped with HPLC, electronic balances, water purifying system (Millipore), High speed and Ultra-centrifuges, and spectrophotometer.

6.3.6 Human Resource Management

Students are advised by the Faculty members on placement and availability of fellowships etc.

6.3.7 Faculty and Staff recruitment

Regular positions are filled as per the MP Government guidelines. In 2013-14, position of one contractual teacher has been filled by the University.

6.3.8 Industry Interaction / Collaboration

University-Industry Cell has been operating at the University level.

6.3.9 Admission of Students

Admission of students is through entrance examination. Reservation is followed as per the policy of the MP Government.

6.4 Welfare schemes for

Teaching	Health Centre, Creche Centre, Sports complex
Non teaching	As above
Students	As above

6.5 Total corpus fund generated

6.6 Whether annual financial audit has been done   [X] Yes   [ ] No

6.7 Whether Academic and Administrative Audit (AAA) has been done?

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	External experts	No	
Administrative	Yes	Govt.	No	

6.8 Does the University/ Autonomous College declare results within 30 days?

[NA]   [ ]

For UG Programmes   Yes   No

For PG Programmes   Yes [X]   No [ ]

6.9 What efforts are made by the University/ Autonomous College for Examination Reforms?

> Computerization in examination has been adopted. Many examination applications are submitted online. Results and examination related information is available online.

6.10 What efforts are made by the University to promote autonomy in the affiliated/constituent colleges?

> Some model colleges under University are autonomous and are independent for academic calendar and examination schedule.

6.11 Activities and support from the Alumni Association

> Annual meetings of Alumni are organised at the University level. Alumni provide feedback on various aspects related to academic and overall growth of the University.

6.12 Activities and support from the Parent – Teacher Association

> NA

6.13 Development programmes for support staff

>

6.14 Initiatives taken by the institution to make the campus eco-friendly

> ∗   Energy conservation   Use of renewable energy
> ∗   Water harvesting   Hazardous waste management
> ∗   Plantation around the Department has taken on various occasions.
> ∗   e-waste management

Criterion – VII

7. <u>Innovations and Best Practices</u>

7.1 Innovations introduced during this academic year which have created a positive impact on

the functioning of the institution. Give details.

Maintenance of academic schedule including examination and declaration of results.

7.2 Provide the Action Taken Report (ATR) based on the plan of action decided upon at the beginning of the year

The academic calendar and schedule of examination was followed. Research was executed as planned.

7.3 Give two Best Practices of the institution *(please see the format in the NAAC Self-study Manuals)*

1) **Excellence in Research and teaching.**
2) **Maintenance of academic schedule including examination and declaration of results.**

*Provide the details in annexure (annexure need to be numbered as i, ii,iii)

7.4 Contribution to environmental awareness / protection

Plantation drive was organised and lectures were held to provide environment consciousness.

7.5 Whether environmental audit was conducted?   Yes x   No

7.6 Any other relevant information the institution wishes to add. (for example SWOT Analysis)

Strengths:
(i) All Faculty members possess doctoral degree in the subject with long experience.
(ii) Publications in reputed journals by the Faculty members and research students.
Weaknesses:
(i) The post of Reader (ST) (sanctioned during 8th five year plan) and Professor needs to be filled.
Opportunities:
(i) Appointment of Faculty members and fund allocation can provide more opportunities for progress of the department and initiate research in new areas.
Challenges:
(i) To make teaching-learning process at par with internationally reputed institutions.
(ii) To generate funds to develop research infrastructure.

8. **Plans of institution for next year**

Purchase of instruments to strengthen research.

Name __ _____   *Name _____*

_____   _____

Signature of the Coordinator, IQAC   *Signature of the Chairperson, IQAC*

_____***_____

Abbreviations:

CAS	-	Career Advanced Scheme
CAT	-	Common Admission Test
CBCS	-	Choice Based Credit System
CE	-	Centre for Excellence
COP	-	Career Oriented Programme
CPE	-	College with Potential for Excellence
DPE	-	Department with Potential for Excellence
GATE	-	Graduate Aptitude Test
NET	-	National Eligibility Test
PEI	-	Physical Education Institution
SAP	-	Special Assistance Programme

SF	-	Self Financing
SLET	-	State Level Eligibility Test
TEI	-	Teacher Education Institution
UPE	-	University with Potential Excellence
UPSC	-	Union Public Service Commission

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